

BISHOP WORDSWORTH'S ACADEMY TRUST

Minutes of a Meeting of the Governing Body

Held on Tuesday 10 July 2018 at 1730 2018 in the Carpenter Room

Present: Miss M J Horsburgh (Chair) Dr A S K Ghauri Mrs J Ranaboldo
 Mr J R B Blake Mrs R Harwood-Lincoln Brig R N Wertheim
 Dr G Branagan Mr J Hastings The Headmaster.
 Mr M Francis-Pollin Canon E Probert

In attendance: Mr J Moore (Bursar), Lieutenant Colonel D J Peerless (Company Secretary).

ITEM	SUBJECT	ACTION
	The Headmaster opened the Meeting with a prayer.	
33.18	Presentation. Mrs Armstrong and Mrs Wilson gave a presentation on options for the 6th Form. There was a discussion: see Annex A.	
34.18	Apologies for Absence. My Flynn, Prof Bell.	
35.18	Declaration of Interests. Governors were reminded that they had an obligation to declare any interest which might impact on the business of the School, both as discussed at this meeting, or outside of this meeting. No governor declared any interest except for children at Bishop's as per their annual declarations and Miss Horsburgh who reported that she was now a governor Morgan's Vale and Woodfalls Academy.	
36.18	Minutes of the Previous Meeting. Agreed.	
37.18	Matters Arising. There were no outstanding actions.	
	The Governing Body Meeting was formally closed and a General Meeting convened.	
38.18	Members' Items - Appointment of Parent Governors. In view of the DFSA's advice that they would be unlikely to approve a proposal for parent governors to be appointed rather an elected, it was agreed not to pursue this suggestion.	
	The General Meeting was formally closed and the Governing Body Meeting re-opened.	
39.18	Governing Body Matters. 1. Ofsted Link. It was agreed to delete the Ofsted Link. 2. Vacant Policy Links. Nil.	

	<p>3. Links. Mr Jones to Charges & Remissions Policy was ratified.</p> <p>4. Vacant School/Faculty Links. Nil.</p>	
40.18	Chair's Action. Nil.	
41.18	<p>Headmaster's Report. The Headmaster commented and answered questions on his Report as follows:</p> <p>1. Paragraph 9- 'A' Levels. The Leadership Team were considering raising the entry levels to the 6th Form so that fewer pupils would struggle with 'A' levels.</p> <p>2. Paragraph 12 - Staffing. The School would be fully staffed in September.</p> <p>3. Paragraph 13 – Duke of Edinburgh Award. This scheme was still very successful and Bishop's had one of the largest contingents in the country. The latest trip was due to return imminently.</p> <p>4. Pupil Surveys. There was discussion about the survey results and, in particular, the perception of about half the boys in Middle School that they were not treated fairly by teachers. The Headmaster opined that this was probably because they all intensely disliked group punishments which regrettably were sometimes appropriate.</p>	
42.18	Boys Academic State Schools (BASS) Report. At Item 41.18.	
43.18	Sixth Form Admissions. This item is commercial in confidence and is at Annex A.	
44.18	<p>Development Planning.</p> <p>1. School Improvement Plan 2017/18. It was noted that most serials were now complete or partially complete.</p> <p>2. School Improvement Plan 2018/19. There was no comment and the Plan was agreed.</p>	
45.18	Curriculum and Staffing 2018/19. The Deputy Headmaster explained that the timetable and room allocation was derived from the Curriculum Model in the papers and that it was now complete. The Curriculum Model was agreed.	
46.18	<p>School Evaluation and Review.</p> <p>1. Report on Governors' visits since Mar Meeting. Miss Horsburgh reported that she had also visited her links informally: Mrs Taylor (Lower School); Mr Ennew (English); Mr Rogers (Appraisal and Development): all three had been very positive, with Mrs Taylor also raising current pastoral concerns in Year 7. The visit reports from Mr Francis Pollin and Mrs Harwood Lincoln were noted.</p> <p>2. Pupil Attendance. The Headmaster said that the figures showed good attendance with nothing out of the ordinary.</p>	

47.18	<p>Annual Discipline Report. The Headmaster commented that it was extremely unusual to have any permanent exclusions but that all had now been allocated to other schools in accordance with their parents' wishes. The number of temporary exclusions was less than normal to date.</p>	
48.18	<p>Pay & Staffing.</p> <p>1. Pay & Staffing C'tee Report. Mrs Ranaboldo said that the Minutes showed that there had been no issues.</p> <p>2. Staff List 2018/19. The Staff List was noted.</p> <p>3. Staff Wellbeing Group Report. Governors noted the useful work by this group.</p>	
49.18	<p>Finance Report.</p> <p>1. 31 Aug 18 Projection. Brig Wertheim highlighted the main figures and noted that the end of year projection after the continuing infrastructure work would be about £25,500.</p> <p>2. Budget 2018/19. Brig Wertheim explained that we were now required to agree both the 2018/19 Budget and the projection for the following 2 years.</p> <p>a. He drew attention to the prudent funding assumptions for the projected years due to the continuing failure of the National Funding Formula to fund to the level of the Government pledge and also to the reduction in Sixth Form numbers. He opined that Sixth Form numbers must be increased to give financial stability in the future.</p> <p>b. He noted that less Income Appeal and other Private Funds monies had been transferred in the current year than had been agreed by the Trustees of the Private Funds and that this underspend was being re-profiled into the following two years which, even so showed significant deficits.</p> <p>c. The Budget and projections were agreed.</p>	
50.18	<p>Admissions, Property Health & Safety.</p> <p>1. 11+ Pass Mark Reduction For Those Entitled To Pupil Premium. Mr Hastings said that the Headmaster had presented evidence of other grammar schools reducing the pass mark and also, from historical data, of the likely effect at Bishop's; although this would not be large. The Admission PHS Committee had felt that this initiative would help to achieve the School aims of promoting social mobility and had noted that SWGS was also taking this action. His Committee did have authority to take this decision but, because it would be a significant change, he asked for Governing Body endorsement. After discussion, the Meeting agreed with the Admission PHS Committee decision to lower the pass mark by c3% for 10 pupils in receipt of the Pupil Premium.</p> <p>2. Committee Report. Mr Hastings said that an architect's report had been commissioned to look at the whole site with respect to further development</p>	

	and that there had been some interesting ideas which would be explored further.	
51.18	Foundation Update. Mr Blake highlighted his report and added that there had been a Trustees' meeting the night before and that charitable status was expected in 90 days.	
52.18	Self Evaluation. It was agreed that the VWV form be circulated for comment by 31 Jul 18 and that the questions on the form would then be discussed by the Evaluation committee taking into account any comments from governors. AFTERNOTE Circulated and added to Evaluation Committee agenda.	
53.18	Policy Reviews. Nil.	
54.18	Company Secretary's Notices. Governors were reminded of the necessity to protect and delete as soon as possible any emails containing personal data that was not in the public domain and that any such emails were to include in the title 'CONFIDENTIAL'.	
55.18	Any Other Business. 1. It was noted that some governors were finding it hard to attend meetings and the Company Secretary was tasked to investigate the feasibility of teleconferencing. 2. It was agreed that, if any committee meeting (excluding the Governing Body meetings) did not have a quorum, then the Chair, or in their absence the Vice Chair, would be authorised to co-opt another governor to attend and vote at that meeting. The Company Secretary would make appropriate amendments to the constitution of each committee.	
56.18	Date of Next Meeting. Wednesday 10 October 2018 at 1730 in The Carpenter Room.	

Annex:

A. Sixth Form Admissions. Commercial in Confidence to Governors until 14 Sep 18.

Meeting ended 1929